

**OFFICE OF THE PRINCIPAL, SHAILABALA WOMEN'S (AUTONOMOUS) COLLEGE, CUTTACK**

**Form Fill up Notice No. 162 /Dt. 21.01.23**

**[For (+3) UG 4<sup>th</sup> Semester (Back) Exam-2022 (2020AB, 2019AB,2018AB &2017AB)**

The filling up of forms for the **UG 4<sup>th</sup> Semester (Back) Exam-2022 (2020AB, 2019AB, 2018AB & 2017AB)** is scheduled to be held as per the following programme.

| Sl. No | Name of Exam   | Date of Online Form Fill up | Date & Time of Fee Deposit (online) in College       |  |  |
|--------|--|-----------------------------|--|--|--|
|        |  |                             | Without fine   | With fine Rs.50/-                      | With fine Rs.200/-                     |
| 1      | UG 4 <sup>th</sup> Sem. (Back) Exam-2022 (2020AB, 2019AB, 2018AB & 2017AB) | 01.02.2023 to 04.02.2023    | 06.02.2023 (All Arts/Sc./Comm)<br>2.00 PM to 5.00 PM | 17.02.2023 (All)<br>2.00 PM to 5.00 PM | 28.02.2023 (All)<br>2.00 PM to 5.00 PM |

**Procedure**

The candidates desirous of filling up of the forms are to follow the following steps:

Visit our College Website "**[www.shailabalawomenscollege.ac.in](http://www.shailabalawomenscollege.ac.in)**"



Click on "onlineformfillup 2021"



Click on "online Examform"



Go to "Search your form" and fill up the required information



Go through the "guidelines and instructions for submission of Online Examination Form"



Click on "proceed to fill online examination form"



Upload your photograph by



choosing appropriate file



Upload your signature by choosing appropriate file



Fill other required fields of the form

**Contd. P/2.....**

-P-2-



Click "Save & Print"



Put your signature in the printout



Deposit Examination and other required fees in the College (Controller Section) on the stipulated date and time (**the QR code available in Controller Section**) and also submit the form after verifying from their Head of the Department.

**Instructions**

A candidate, whose signed hard copy of the form is not received by the COE within stipulated time, will not be issued Admit Card and will not be allowed to appear the examination.

**Details of fee structure for U.G (Arts /Commerce/Science) 4<sup>th</sup> Semester Back form fill up:**

|                          |   |                                   |
|--------------------------|---|-----------------------------------|
| One back paper           | - | Rs.440/-+@50/- (per practical)    |
| Two back paper           | - | Rs 540/-+@ Rs.50/-(per practical) |
| Three or more back paper | - | Rs 760/-+@ Rs.50/-(per practical) |

**Document to be submitted with form:**

1. Photocopy of previous marksheet
2. Photocopy of previous Admit Card
3. Photocopy of the Paper (Syllabus)

  
Principal  
21/01/23

Shailabala Women's (Auto.) College, Cuttack

Memo No. 163 /Dt. 21.01.23

Copy to the Controller of Examinations/HoDs/ Students' Notice Board/College Website/Computer firm/Head Clerk/Accounts Section/ All Hostels/Library/ /Sri J.K.Sahoo, Sr.Clerk for information and necessary action.

  
Principal  
21/01/23

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